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Approved For Release 2000/09/01 : CIA-RDP81-00755R000200160009-7

Office Memorandum • UNITED STATES GOVERNMENT

TO : Director of Training
 VIA : Director of Security
 FROM : Assistant Director for Communications
 SUBJECT: Request for Non-CIA Training

DATE: 19 Nov 53

REFERENCE: CIA Regulation Number [REDACTED] dated 21 February 1952

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1. In accordance with the referenced CIA Regulation, approval is requested to permit three employees of this Office to participate in a non-CIA training course. The following information is supplied as support for this request:

a. Names and Grades of Employees:

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 [REDACTED]
 GS-13
 GS-12
 GS-13

b. Name and Location of Training Facility:

George Washington University
 20th and "G" Street, N.W.
 Washington, D.C.

c. Title of Course

Management for Research, Development and Testing
 Laboratories. Non-Credit Course

d. Inclusive Dates of Course:

20 October 1953 through 9 February 1954

e. Total Cost of Tuition and Fees:

\$100.00 * Total 300 Tuition - No Books

f. Justification of Proposed Training:

It is anticipated that the training received by the employees who participate in this course will aid in the maintenance and improvement of sound administrative and organizational procedures within this office.

NO SECURITY OBJECTIONS

Employee will make no reference to, or discuss his CIA connection, assignment or duties while participating in above course(s).

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DCI

Date

[REDACTED]
 [REDACTED] for Chief, Security Control Staff~~SECURITY INFORMATION~~

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~~SECURITY INFORMATION~~

Subject: Request for Non-CIA Training (Cont'd)

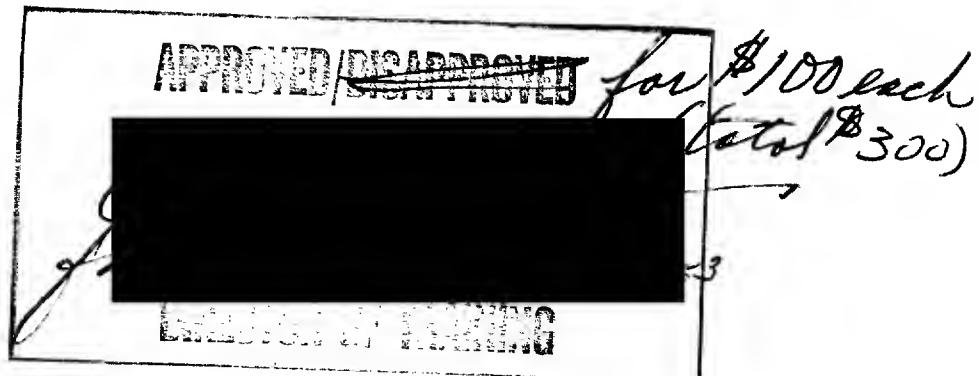
g. Statements of Career Intentions of Employees:
Copies attached.

h. Security Provisions:
The association of the employees with CIA will
not be divulged.

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Attachments:
5 copies Career Statement

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